

Request for Quote

Radio Consultant for the requirements collection, specification, quoting, bid evaluation, selection, installation, and performance confirmation of a Town of Granby Radio System



Proposals will be received at the Town Managers Office, 15 North Granby Road, until noon, May 7, 2021

TOWN OF GRANBY, CONNECTICUT
15 NORTH GRANBY ROAD
GRANBY, CT 06035

SPECIFICATIONS FOR the
Hiring of a radio consultant for the requirements collection, specification,
quoting, bid evaluation, selection, installation, and performance confirmation
of a Town of Granby Radio System

I. INTENT

The Town of Granby is requesting quotes for the hiring of a radio consultant to assist us in the requirements collection, establishing a specification(s), quoting, bid(s) evaluation, selection, installation, and performance confirmation of a radio system(s) to address the needs of the Granby Ambulance Association, Granby Police Department, Granby Department of Public Works and the Lost Acres Fire Department.

II. LOCATIONS

The radio system(s) to be procured must perform to the needs of all the listed departments. General needs/structure are listed in the attachments. Additional requirements will be generated as the project progresses.

III. DESCRIPTION OF WORK AND MATERIAL

The successful candidate will provide consulting services to the Town of Granby Radio Committee whose task is to replace the existing systems with a new, state of the art infrastructure that will provide consistent, clear communications among the departments within the Town, between the departments and with surrounding departments/services that the departments interface with.

IV. SCHEDULE

Bidders are to provide a quote for consulting services by noon on May 7, 2021. The project goal is to help the Town Of Granby (TOG) Radio Committee to establish a budget for the 2022-2023 fiscal year for everything needed to meet the requirements. The requirements analysis, data collection and associated studies will begin as soon as a successful bidder is awarded the contract. As the program progresses, updates to the plan will be made based on available funding and proposed solutions.

IV. TOWN RESPONSIBILITIES

The Town of Granby Radio Committee will be the sole decision maker in the final selection of a qualified candidate from the Bids provided. All offers need to be best and final. The Committee reserves the right to decide based on all the information provided and without further communication. The Town of Granby Radio Committee, or its designees, will be the interface with the selected candidate. Any bidder may only contact the Committee Chairman below, or the technical contacts identified in the attachments:

TOG Committee Chairman:

Contact: John Horr Jr

Phone: 860-805-0935

Email: j.horr@cox.net

The Town reserves the rights to amend or terminate this Request for Quote, accept all or any part of a proposal, reject all proposals, waive any informalities or non-material deficiencies in a proposal, and award the proposal to the proposer that, in the Committee's judgment, will be in the Committee's best interests.

The Town may, before or after proposal opening and in its sole discretion, clarify, modify, amend, or terminate this RFQ if the Town determines it is in its best interest.

V. QUALIFICATIONS OF BIDDER

Each bidder must show evidence of having satisfactorily completed similar projects. This experience must have been within the last (5) years. This evidence may include letters. The Town of Granby Radio Committee may make such investigation as deemed necessary to determine the ability of the bidder to discharge his/her contract. The bidder shall furnish the Town with all such information and data as may be required for that purpose. The Town reserves the right to reject any bid if the bidder fails to satisfactorily convince the Town that he or she is properly qualified by

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experience and facilities to carry out the obligation of the contract and to satisfactorily complete the work called for herein. Conditional bids will not be accepted. Bids shall remain the property of the town of Granby for a period of ninety (90) days from bid opening.

VI. CERTIFICATE OF INSURANCE AND PERFORMANCE BOND

~~The contractor will provide the Town of Granby with a certificate of insurance for liability and worker compensation. The successful bidder will be required to furnish a satisfactory performance bond for the full amount of the contract that will include labor, materials, and performance.~~

The Contractor agrees to carry as a minimum the following insurance in such form and with such carriers as are satisfactory to the Town of Granby covering all Services to be performed under this Agreement: Commercial General Liability insurance with a combined single limit of \$1,000,000 per occurrence, \$1,000,000 aggregate for bodily injury and property damage; Worker's Compensation Insurance in the required amount as applies to the State of Connecticut and Employers Liability Insurance as follows: Bodily Injury by Accident - \$100,000 each accident, Bodily Injury by Disease - \$500,000 policy limit, Bodily Injury by Disease - \$100,000 each employee. The Contractor shall indemnify and hold harmless the Town of Granby and its agents and employees from and against all claims, damages, losses and expenses, including reasonable attorney's fees to the extent caused by the negligent acts, errors or omissions of Contractor, or those for whom Contractor is legally responsible in the performance of the work.

VII. BID PREPARATION

Bidders will provide a clear summary page, identifying the company/person(s) that are being offered to meet this bid requirements and their associated certifications and experience. Bidders will indicate both in numerals and in words the proposed price. This RFQ is not a contract offer, and no contract will exist unless and until a written contract is signed by the Town and the successful bidder.

Bidders are prohibited from contacting any Town employee, officer or official concerning this RFP, except as identified herein. A bidders' failure to comply with this requirement may result in disqualification.

VIII. SUBCONTRACTS

The bidder is advised that any person, firm, or other party to whom it is proposed to award a subcontract under this contract must be acceptable to and approved by the Town of Granby Radio Committee.

IX. CONDITIONS OF WORK

At the date fixed for opening of bids, it will be presumed that each bidder has read and become thoroughly familiar with Contract Documents.

X. LAWS AND REGULATIONS

The bidder's attention is directed to the fact that all applicable federal and state laws, municipal ordinances, and the rules and regulations of all authorities having jurisdiction over the project shall apply to the contract throughout, and they will be deemed to be included in the contract the same as though herein written out in full.

XI. SALES TAX

Under the terms of the regulations referring to CONTRACTORS and SUBCONTRACTORS issued by the State Tax Commission in administration of the State Sales and Use Tax, to which the bidder is referred, the bidder shall not include in his bid nor charge any use or sales tax thereon.

XII. Radio Consultant Specifications

The Town of Granby is seeking proposals from qualified consultants for assistance in collecting radio system requirements and generating specification(s) document(s), that will then be quoted out to possible suppliers. The successful bidder will then assist the TOG Radio Committee in making the final selection, oversee the installation and performance confirmation of the final system accepted.

The Town of Granby has a land area of approximately 41 square miles and a population of approximately 11,000. It is bordered by eight other incorporated municipalities. Radio communications are crucial to the day-to-day operations of the Granby Police Department, Granby Ambulance Association, Granby Department of Public Works and the Lost Acres Fire Department. The Granby Police Department and Granby Department of Public Works are full direct services to the Town of Granby and employ full time paid members. The Granby Ambulance association is a separate private entity, with full time paid and volunteer members funded by donations and insurance recovery. The Lost Acres

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Fire Department is a separate company incorporated by the State of CT, with a contract with the Town of Granby to provide fire and emergency services protection. The police department is a two-position Public Safety Answering Point (PSAP) and dispatch center for all listed services.

The current radio systems and dispatch consoles have been in place for many years, details of each system are included later in this document.

Scope of Services:

- ☐ Perform analysis of the effectiveness and efficiency relative to the existing system. Analysis shall include evaluation of both core equipment and subscriber equipment (i.e. field units), evaluation of signal strength readings as taken by the selected consultant, and analysis of use for existing site installations.
- ☐ Review current technologies and provide a summary of potential use of different technologies, inclusive of both voice, video and data requirements. The Town of Granby is open to technology that would make use of its existing network infrastructure; existing infrastructure may include radio broadcast systems and/or may include fiber optic network (i.e. the Town is open to "radio over IP" solutions).
- ☐ Make recommendations relative to replacement of existing communications system.
- ☐ Recommendations shall consider reconfiguration or replacement of sites, equipment, software, broadcast frequencies, etc. Please note that if any equipment replacement or upgrade is recommended, the selected consultant shall make recommendation of not less than two alternate solutions (i.e. not less than two system manufacturers).
- ☐ Recommendations shall include cost estimates for all aspects of deployment.
- ☐ Attend meetings with staff and committee as necessary to perform sufficient analysis, and review and present findings to committee.
- ☐ Review proposals for radio system equipment as submitted by potential bidders and assist the Committee in making a final recommendation to the Town of Granby for replacements.
- ☐ Monitor the installation and testing of the selected new system and ensure the installer and equipment meets all the specified performance criteria.

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Granby Ambulance Association Requirements

Technical Contact: Chris Gordon

Phone: 860-558-0051

Email: CDGordon@cox.net

❖ Requirements

➤ Primary requirements:

- Dispatch
 - ◆ Portable coverage throughout Primary Service Area (PSA) of Granby, East Hartland, and East Granby.
 - ◆ Mobile coverage towns adjacent to PSA
 - ◆ Mobile coverage for duration of patient transport to primary hospitals including Hartford Hospital, St Francis Hospital, & UCONN/John Dempsey.
 - ◆ Radio Paging capabilities with 100% coverage in the PSA
 - ◆ Backup capabilities with paging and mobile coverage (lesser portable coverage acceptable)
- Mutual Aid coverage
 - ◆ UHF – Simsbury
 - ◆ VHF – Granville, Barkhamsted, Canton, Windsor Locks, Suffield (P25)
 - ◆ 7/800 P25 Phase 2 TRS – Bloomfield & Windsor
- CMED – must meet State of CT requirements

➤ Secondary requirements:

- Mobile coverage for duration of transport to secondary hospitals including Westfield and Springfield, MA and Stafford and Torrington, CT
- Automatic Vehicle Location (AVL)
- Text CAD/call information messaging to members/staff smartphones/email

➤ Other possibilities:

- Encryption
- Mobile Data Terminals

❖ Current System:

- Primary GAA Dispatch Communications – 453.0750 156.7tx/156.7rx
 - GAA utilizes a single site UHF repeater as our primary communications. This is on the CT Airport Authority site on Metacomet Ridge in East Granby. There is no backup.
 - All members are issued with Motorola UHF HT1250 radios.
 - Mobile units are CDM1550s and XPR1550s.
 - Licensed to CMED North Central
- VHF – CDM1550s
- GAA Administrative communications – 464.0750 156.7tx/156.7rx
 - GAA has a business band repeater located at the Metacomet Ridge site. There is no backup repeater for this frequency.

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Granby Police Department Requirements

Technical Contact: Chief Carl Rosensweig

Phone: 860-844-5335

Email: crosensweig@granby-ct.gov

The Granby Police Department needs a minimum of:

10 car mounted mobile radios

22 portable radios to equal our current capabilities (police, schools and ACO). Schools may have their own radios that should be on the system.

1 base station radio

Dual dispatch consoles with full duplication. This is the central dispatch location for all services (Granby Police, Granby Ambulance, Granby Department of Public Works and the Lost Acres Fire Department).

Dual repeater voting system – one repeater installed at the Sprint Tower at 15 North Granby Road and the second is located at the East Hartland Landfill. Interconnection is accomplished by a hardwire phone line to each tower.

These radios must be able to provide complete coverage within the boundaries of Granby and at least 5 miles beyond in all directions.

They must be interoperable with all surrounding communities, regional frequencies and other Granby town departments.

The current system operates at 450.525 Mhz.

The current Dispatch/PD console needs to be updated to allow for the new system capabilities and equipment. Included in this is an upgrade to the Dispatch CAD system so that information can be transmitted directly from the CAD system to PD and FD systems for location, risk concerns, special call considerations and other information, including integration with the LAFD EDispatch system. (this system allows us to page out to our members via their cell phones and to log who is responding to calls).

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Lost Acres Fire Department Requirements

Technical Contact: Chief John Horr Jr.

Phone: 860-805-0935

Email: j.horr@cox.net

Equipment Needs (all radios to be P25/digital capable)

8 – Truck Mobiles (VHF/UHF)

5 – Pump panel radios (w/noise cancelling headphones/microphones)

10 – Officer Mobiles (multi band VHF/UHF)

18 – Portables (VHF/UHF)

3 – Station Base Radios (one capable of backup to the PD base including paging)

1 – PD Base/Dispatch System (dual head/paging)

40 – Firefighter pagers

(All of our radios today are Motorola. All radios and pagers today are low band, except for 7 VHF analog mobiles in the trucks.) The LAFD is currently applying for VHF licenses for our future use. This count is based on the current equipment and capabilities. These numbers will be modified depending on the final system selected and its related features. The portables and pagers need to be rugged and hold up to fire ground conditions with no degradation in performance. We need to have 95% coverage by portables within the Town of Granby while inside homes, schools, and commercial structures.

Functionality

The LAFD operates within the Town of Granby, a town of 41 square miles. Interoperability with the Department of Public Works (VHF analog), Granby Police Department (UHF analog) and Granby Ambulance (UHF analog) is essential for emergency operations within the town.

The LAFD also participates in several mutual aid programs throughout the State. Our radio system needs to support these activities including the State of CT STOCS system, Task Force Radio System (VHF or UHF, analog), InterCity System and mutual aid with our surrounding towns, (VHF and UHF analog capabilities). Our primary mutual aid structure is from towns with VHF analog systems, so the LAFD system needs to be based on this structure, so that our mutual aid partners can easily interface with our system when they come to our Town. We have one town using a VHF digital system (East Granby).

The system needs to provide clear, uninterrupted communications between all radios (base, mobile, portable and pager) and allow for emergency operations within buildings and other structures within the town. An emergency “May Day” and “Evacuate” capabilities are functionalities that need to be included. The system needs to be simple and easy to operate. Channel identification needs to be self-displaying on all devices so as not to require a ‘cheat sheet’.

The infrastructure of the system needs to be available 24 hours a day, 7 days a week, regardless of the line power availability. The support required on the part of the department or its members needs to be minimal.

The system needs to support three, concurrent functions:

1. Dispatch - responding to calls, road testing – Both normal and emergency communications. This includes communication between trucks, officers, and Granby Base. Recorded.
2. Scene operational activities – a frequency for fire ground operations, separate from the dispatch that allows un-interrupted communication and does not overlap with dispatch. Recorded

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3. Water Supply – separate, full power frequency to allow water tanker operations without interrupting Dispatch or Scene operations. Must still allow easy communications back to dispatch or responding units. Recorded.

Additional Considerations

The ability to support computer and GPS devices and information sharing are additional features that will be considered. Location of trucks/mobiles/portables, mapping, inter-unit messaging, email, video conferencing and master console tracking of units are a few examples of these advanced features.

Dispatch/PD Console Needs

To put in a new system, the Dispatch/PD console needs to be updated to allow for the new system capabilities and equipment for the LAFD system. Included in this is an upgrade to the Dispatch CAD system so that information can be transmitted directly from the CAD system to the LAFD systems for location, risk concerns, special call considerations and other information, including integration with the LAFD EDispatch system. (this system allows us to page out to our members via their cell phones and to log who is responding to calls).

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Granby Department of Public Works Requirements

Contact: Kirk Severance

Phone: 860-653-8960

Email: kseverance@granby-ct.gov

Public Works 2 Way Radio Inventory and Needs assessment.

Inventory;

1. 28 Vehicle mobile units mostly Kenwoods (not digital) with 3 Motorola (with digital capabilities).
2. 6 portable Kenwood units.
3. 2 Motorola portables that have digital capabilities.
4. 4 desktop units.
5. 1 base unit located in police dispatch.
6. 1 repeaters that is at least thirty years old.

Our repeater location is at the Town Hall site behind the Senior Center and has back up power coming from the Senior Center generator. At the DPW there is a unit that receives and transmits through an antenna mounted on the building to the repeater site. All and all our current mobile coverage is good but our portables struggle to make it to the repeater in many locations.

Needs/requests:

1. The DPW needs to be able to communicate with the Granby Police Department dispatcher.
2. Five portables and five mobile units need to be able to talk to and monitor the Granby Fire (LAFD), Police and Ambulance services and local Public Works Departments. (most of them are VHS)
3. All units need to be able to communicate with each other.
4. Thirty-year-old repeater and antenna should be replaced.
5. Replace all radio's so that they are digital.
6. All units should have LCD channel readouts.
7. DPW units need to have a talk around channel for the purpose of directing traffic and not interfering with regular transmissions.
8. Communications with all units should be able to reach out to at a minimum of Hartford CT or Springfield Ma. (approximately 25 miles)